

Explanation of variances – pro forma

Name of smaller authority: KNOWSTONE PARISH COUNCIL

County area (local councils and parish meetings only): Devon

Please provide **full explanations, including numerical values**, for the following:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Section 2	2016/17 £	2017/18 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 2 <i>Precept or Rates and Levies</i>	3651	3651	0	N/A	
Box 3 <i>Total other receipts</i>	2802	7286	4484	160%	In 17/18 received: 1132 Transparency Code grant 3043 VAT refund (for past 3 years) 438 additional amount from Moors Management Received in 16/17 but not in 17/18: 106 from Parish Hall re. Defibrillator 23 Parish grant
Box 4 <i>Staff costs</i>	344	2106	1762	512%	1762 Clerk worked more hours in 17/18 In 16/17 6 council meetings took place In 17/18 10 council meetings took place plus 1 Extraordinary Council meeting. Work on compliance with Transparency Code, attend Working Group meetings, attend training, undertook functions of Clerk previously undertaken by external bookkeeper.
Box 5 <i>Loan interest/ capital repayments</i>	0	0	0	N/A	
Box 6 <i>All other payments</i>	3325	7659	4334	130.3%	In 17/18 spent: 999 By-election costs 432 Fire proof lockable filing cabinet 180 New noticeboard in Roachill 78 10th ed. Local Council Administration 466 Laptop & scanner 2190 Grant to Parish Hall 345 Cabinet for defibrillator 160 councillor training 80 clerk training 50 information board at Beaples Stone 35 ICO (Data Protection fee) 55 DALC membership 282 strimming (some relating to prev yr) 60 SLCC membership for clerk 477 Exe Valley Bus subsidy Spent in 16/17 but not in 17/18: 1656 Rebuild website 94 CPR training
Box 9 <i>Total fixed assets & long term investments & assets</i>	700	2437	1737		466 laptop & scanner purchased 17/18 810 Millenium Stone (not included on previous Asset Register) 300 fire proof filing cabinet (net of VAT & delivery) purchases 17/18 158 adjustment to cost of noticeboards 3 nominal value for each of moor, pound & Beaples Stone

Box 10 <i>Total borrowings</i>	0	0	0	N/A	
Explanation for 'high' reserves	<p>Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:</p> <p>Reserves of £20,000 held for capital project – please see Investment Policy</p>				